

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**October 17, 2003**

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, October 17, 2003, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

**Members present:** Major General Denver Brackeen, Mr. Napoleon Moore, Dr. Dorothy Nelson, Ms. Patricia Randall, Mr. George Walker, Mr. Lawrence Warren, and Ms. Veldore Young.

**Members not present:** Mr. Noal Akins, Mr. Jimmy Murphy and Mrs. Brenda Yonge.

**Staff in attendance:** Dr. Wayne Stonecypher, Dr. Randall Bradberry, Dr. Larry Day, Mrs. Deborah Gilbert, Ms. Pamela Harrion, Mr. Dexter Holloway, Mrs. Terica McKennis, Mrs. Eloise Richardson, Mrs. Denise Walley and Dr. Evelyn Webb.

**Guests in attendance:** Dr. Bill Smith – IHL; Dr. Tommy Davis – East Mississippi Community College; Ms. Rita Warren – Hinds Community College; Ms. Jerry McClendon – MS Department of Education; and Ms. Riva Brown – *The Clarion-Ledger*.

**CALL TO ORDER**

Mr. George Walker called the meeting to order at 9:00 a.m.

**PRELIMINARIES**

Dr. Evelyn Webb gave the invocation.

**Approval of Minutes of September 19, 2003, Meeting**

Upon a motion by Mr. Lawrence Warren and a second by Ms. Patricia Randall, the Board voted unanimously to approve the minutes of the September 19, 2003, meeting.

**Review and Approval of Agenda**

Upon a motion by Ms. Veldore Young and a second by Mr. Napoleon Moore, the Board voted unanimously to approve the agenda as presented.

**REPORTS**

**Executive Director's Report**

Dr. Stonecypher began by stating that Mrs. Brenda Yonge has recently had surgery and is recuperating.

Dr. Webb introduced Mrs. Terica McKennis, a new employee that began working in the Accountability and Support Services Division on September 15, 2003. Dr. Stonecypher relayed another upcoming change regarding the staff – Mrs. Helen Nelms has announced her plans to retire effective December 31, 2003.

Dr. Stonecypher gave an update on the recent Mississippi Educational Leadership Initiative meetings that have been taking place. Dr. Webb explained the purpose of the initiative and how it evolved from a steering committee of 30 people that conducted a study on “what Mississippi

## **SBCJC Minutes: October 17, 2003**

could do to increase the overall educational opportunities in this state". The upcoming Leadership meetings will be at Hinds Community College on October 22 and East Mississippi Community College on October 24. Dr. Dorothy Nelson has been asked to be the Master of Ceremonies for the last meeting at Mississippi Delta on October 30, 2003.

Dr. Stonecypher then asked the Board Members, and indicated his plans to ask the Presidents of the community and junior colleges, what type of research they would like to see the SBCJC Research Department conduct. Dr. Day explained current projects that he is working on and described several ways in which he accumulates data, as well as, what is done with the information once it is collected.

Dr. Stonecypher then presented an information sheet (Exhibit A) announcing that a former Pearl River Community College student and Poplarville area native, Ethel Holden Brownstone, has given Pearl River Community College \$3.75 million – the largest cash gift ever presented to a Mississippi community or junior college. Mr. Jim Southward represented the SBCJC at the ceremony on October 16, 2003.

Dr. Webb reported on "Project ANCERS", part of the Teacher Prep Initiative (Exhibit B). Specific strengths of this project include providing broad base support at all levels of education; providing the opportunity to impact teacher preparation improvement systematically across the entire state; operating in K-12, higher education, and informal agendas; creating a model for planning, communication, and dissemination that has statewide perspective; building programs and products to further pipeline access, curriculum improvement, and professional development; addressing the critical teacher shortage problem; and developing actions to be taken to improve community colleges' involvement in teacher preparation programs in Mississippi.

Dr. Webb also supplied a brochure (Exhibit C) on *The Mississippi Alternate Path to Quality Teachers Program*, which has been very successful in meeting its overall goal of increasing the number of qualified, successful teachers for Mississippi's public schools. Of the 68 participants in the first summer program in 2002, 55 entered the classroom for the 2002-2003 school year. Of the 141 participants in the summer 2003 program, 127 are currently employed as teachers for the 2003-2004 school year.

Dr. Stonecypher reported on the MAC Conference that was held at Belhaven College on October 12-14. The MAC Conference is a time for public and private community/junior colleges and universities to come together and build relations with some institutions that they don't generally get the opportunity to do so. East Central and Meridian Community College will sponsor the next MAC Conference.

Dr. Stonecypher then spoke on the Mississippi Small Business Development Centers, whose efforts are coordinated by the University of Mississippi.

Also, there have been several pre-summit meetings on the Articulation Agreement taking place; one of these included several of the presidents, Dr. Stonecypher and Dr. Potter. Dr. Bradberry is also working with the Academic Deans and representatives from IHL. There will be a working session in November to update this agreement to assure a smooth transfer of course credits from the community colleges to the universities.

In closing, Dr. Stonecypher shared a copy of his calendar with the Board and mentioned that the Board offices would be closed November 11, 2003 in observance of Veterans' Day.

## **SBCJC Minutes: October 17, 2003**

### MACJC Report

Dr. Tommy Davis, Chair of the MACJC, reported that at the last Association meeting a presentation was given by representatives from the Internal Revenue Service (IRS) regarding making available training programs with the community college students in areas such as Cosmetology, Food Service, etc., where students may become self-employed and need instruction on preparing their taxes. There are two (2) train-the-trainer sessions planned for the 11 colleges that have shown an interest in this venture.

Marie Antoon, Executive Director of Mississippi Broadcasting Networks, met with the Presidents as she did with the Board in September, regarding changes that are taking place with that agency.

Dr. Davis stated that Mrs. Gilbert had provided the Association with information on county tax support. This is a very important issue that will need to be addressed in the future, due to the wide variation of support that the schools receive.

Dr. Davis commended Dr. and Mr. Nelson for their outstanding efforts of hosting the meeting at the Delta.

Dr. Davis then related that the Association discussed problems they are currently having concerning the Community College Network (CCN). More bandwidth is needed to continue using the network for its intended use. Dr. Howell Garner, who is chairing the committee that is examining what it will take to bring the system up-to-date, reported that the initial finding is that it will take approximately \$1.25 million.

The official date for the Legislative Workshop is June 3-6, 2003 at the Grand Casino in Tunica, Mississippi.

In closing, Dr. Davis reminded the Board that it is Homecoming time, and as always, the Board Members are encouraged to visit the community college games in their district.

### Rita Warren, Hinds Community College Administrative Assistant

Dr. Bradberry introduced Ms. Rita Warren, the Administrative Assistant to Dr. Clyde Muse, President at Hinds Community College. Ms. Warren was recently selected to receive an award by the American Community College Trustees' Association as the Professional Board Staff Member for 2003. Ms. Warren shared information with the Board regarding her education, job duties, and her life away from her job. She previously worked for the State Department of Education, taught at Draughn's Business College, and was an accountant at New Orleans Baptist Theological Seminary. She began her career at Hinds 1980, when she was hired as secretary for one of the vice-presidents, and later was promoted to administrative assistant to the president.

### EdNet Report

Dr. Evelyn Webb gave the EdNet report in Mr. Murphy's absence. The regular monthly meeting of the EdNet Board was held September 15, 2003. On October 7, the chairman received a letter from Mr. Michael Ray, Spectrum Counsel for WorldCom Broadband Solutions, informing that they will no longer support EdNet's broadcast efforts. In the meantime, chairman Martin Mangold has requested a meeting with Bankruptcy Counsel, Eileen Shaffer, to discuss options

## **SBCJC Minutes: October 17, 2003**

for taking legal action to protect any equipment that might be needed in their digital conversion and to determine legal rights with respect to the Bankruptcy Claim already on file with the court. EdNet is moving ahead with their plans to build a new system based upon digital technology by using a portion of the existing system and new equipment procured with bond funding authorized by 2003 legislation. EdNet is exercising caution in obtaining ownership of equipment that might have to be removed at the owner's expense. EdNet's next regular meeting will be on October 20, 2003.

\*The meeting recessed at 10:25 a.m. and reconvened at 10:40 a.m.

### Workforce Report

Mr. Walker is encouraged about Workforce training because the Federal Workforce Investment Act and the State Workforce Training Council are working together. He expects great things to develop from this effort. The Workforce Council continues to meet monthly; they are studying and prioritizing a plan of action and developing a number of solutions with the help of the college presidents and staff.

### Workforce Guidelines Addendum for Correctional Facilities

Mr. Dexter Holloway shared the SBCJC 2004 Workforce Project Guidelines for Inmate Vocational Training (Exhibit D) at the eleven regional correctional facilities located throughout the state. Currently, vocational courses are offered through the Department of Education or on contract for the private owned prisons. Mr. Holloway stated that Workforce has not funded training to inmates in the past, but recently has had a number of requests asking that they be considered. He advised that training would be for those who are nearing the end of their sentence and that their progress after release would possibly be tracked. Consideration of this item will be on the agenda for action at the November meeting.

### Occupational Diploma

Dr. Stonecypher reminded the Board that material was provided and an explanation was given during the last meeting (September 19/Exhibit A) regarding MDE's request for the Community/Junior Colleges to accept students who have received the Occupational Diploma. Dr. Stonecypher then asked that the Board grant him the authority to allow reimbursement to the colleges for state funding through the funding formula beginning January 2004 for this type diploma for the next two years; during this time the Board office will study the students' success rate. **Upon a motion by General Denver Brackeen, and a second by Mr. Lawrence Warren, the Board approved unanimously that Dr. Stonecypher authorize reimbursement to the community colleges for Occupational Diplomas for the next two (2) years.**

### Consideration of Career-Technical Post-Secondary Education Contract

Mrs. Gilbert presented a copy of the proposed contract between the State Board for Community and Junior Colleges and the Mississippi Department of Education (MDE) regarding the day-to-day management of funds for Post-Secondary Career and Technical education (Exhibit E). The contract will go before the MDE Board on October 23, 2003 for approval. **Upon a motion by Mr. Lawrence Warren, and a second by Ms. Patricia Randall, the Board unanimously approved the proposed Career-Technical Post-Secondary education contract between the State Board for Community and Junior Colleges and the Department of Education.**

## **SBCJC Minutes: October 17, 2003**

### Program Report/Commission on Proprietary School and College Registration

Dr. Randall Bradberry stated that there were no requests for new programs. However, he reported that he, along with Ms. Frankie White and Mr. Danny Seal, met with two (2) representatives from the Massage Therapy Board regarding the possibility of changing our regulations to give the Massage Therapy Board jurisdiction over all Massage Therapy programs.

Dr. Bradberry explained that the Massage Therapy Board only registers the therapists, but currently has no control over the schools or instructors. Furthermore, they are in a better position to set the curriculum and certify instructors than the Commission on Proprietary Schools and College Registration. This will be brought before the Board at an appropriate time in the future.

### Legislative Report

Dr. Bradberry shared the dates of the Regional Legislative Meetings (Exhibit F) that are hosted by the community colleges. Some colleges chose to have individual meetings, while some of the others will join efforts. Board Members are welcome to attend the meetings.

### Finance Report

Mrs. Deborah Gilbert presented the items on the Finance Agenda for information and action.

Upon a motion by Ms. Veldore Young, and a second by General Denver Brackeen, the Board voted unanimously to approve the Education Enhancement Fund Disbursement for September 30, 2003 from Fund 4080 (\$1,799,533.48) and Fund 4110 (\$40,810.16) in the total amount of \$1,840,343.64 as shown in "Exhibit G".

Upon a motion by Mr. Lawrence Warren, and a second by Ms. Veldore Young, the Board voted unanimously to approve the Budget Contingency Fund Disbursement for October (\$1,274,153), November (\$1,274,153) and December (\$1,274,153) from funds 3296, as shown in "Exhibit H".

Upon a motion by Mr. Lawrence Warren, and a second by General Denver Brackeen, the Board voted unanimously to approve an amendment to the Blackboard contract for January 1, 2004-December 31, 2004. The amendment includes the license (\$47,500) and Web Hosting Fee (\$60,000 or \$5,000 per month) for a total of \$107,500, as shown in "Exhibit I".

Upon a motion by Ms. Patricia Randall, and a second by Mr. Napoleon Moore, the Board voted unanimously to approve a change order to the Agreement with GCR & Associates, Inc. to provide five (5) years of application support in the total amount of \$103,050, as shown in "Exhibit J".

The following items were presented in report form, with no action required:

Dr. Larry Day gave the Capital Improvement Report, as shown in "Exhibit K".

Financial Statements for Funds 2291 and Special Funds as of September 30, 2003, as shown in "Exhibit L".

## **SBCJC Minutes: October 17, 2003**

### Travel Expense Report

Due to a previous request from the Board to study the cost of out-of-town Board meetings verses in-town meetings, Mrs. Gilbert compared expenses for June, August and September, as shown in "Exhibit M". According to her findings, the estimated total cost difference between in-town and out-of-town meetings is approximately \$300. **Upon a motion by Ms. Veldore Young, and a second by General Denver Brackeen, the Board voted unanimously, that based on the low cost difference of this analysis, SBCJC staff should continue attending out-of-town Board meetings.**

The Board was reminded that the January 2004 Board meeting will be held at Jones County Junior College.

### ABE/GED Report

Mrs. Eloise Richardson reported that Hewlett-Packard donated a computer and printer to Mrs. Louise Sinclair, the GED Poster person for 2003.

Mrs. Richardson stated that there has been some focus on how to better serve those who wish to take the GED tests. One area of limitations has been the age requirements. A copy of the GED STATE POLICY and proposed changes is included as "Exhibit N". The Board was asked to consider the proposed changes and advised that this would be on the November Agenda as an action item.

### E-Audit Follow-Up Evaluation and Technical Support

Dr. Webb reminded the Board that in FY2001 there was a transition from on-campus audits to the use of electronic equipment or "e-audits". SBCJC staff conducted three (3) on-site follow-up audits for FY2003 by visiting the East Central Community College, Northwest Mississippi Community College and Meridian Community College.

At East Central, there were no differences found in numbers, but shortcuts had been taken in their feeder schools' record keeping that caused a lack of adequate information being provided. This matter has been cleared up, and they are back on track.

Northwest Mississippi Community College had asked that SBCJC staff come for some assistance on technical support on residency issues. Dr. Webb explained that colleges that are on state lines have more of a problem with residency issues than those that are centrally located in the state. Of the 664 student records that were reviewed from 291 class rolls, only five (5) attendance exceptions were found.

At Meridian, there were only five (5) attendance exceptions and six (6) admissions exceptions found in the 3,248 records that were reviewed.

These three (3) on-site audits validated the reliability of the e-audits. Dr. Webb stated that the SBCJC staff plans to conduct three (3) on-site audits for FY2003 at Coahoma, Copiah-Lincoln and Itawamba.

## **SBCJC Minutes: October 17, 2003**

### Travel Authorizations

Mr. Walker asked if there were requests for travel reimbursements for events other than regularly scheduled Board meetings. Upon a motion by Dr. Dorothy Nelson and a second by General Denver Brackeen, the Board voted unanimously to approve the following travel authorizations:

*Dr. Dorothy Nelson attended a reception for Dr. Gilbert at Delta State University on October 7; and will attend the Mississippi Educational Leadership Initiative in Greenville on October 30.*

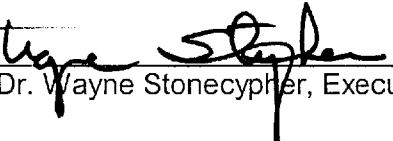
*Mr. George Walker plans to attend the State Department of Education Board Meeting in Jackson on October 23; the Regional Legislative Meeting at Greenville Higher Education Center on November 11; the State Workforce Council meeting on November 12 in Jackson; and is speaking at a convocational at Coahoma Community College on November 18.*

*A blanket approval was given for all Board Members attending any of the Regional Legislative Meetings.*

### ADJOURNMENT

There being no further business, the meeting adjourned at 11:55 a.m.

  
\_\_\_\_\_  
Mr. George Walker, Chairman

 11-13-03  
\_\_\_\_\_  
Dr. Wayne Stonecypher, Executive Director